

16 APR 1970

MEMORANDUM FOR: Director of Personnel

SUBJECT : Briefing on Federal Job Evaluation Policies

REFERENCE : Hearings on Federal Job Evaluation Policies P.L. 91-216

1. The hearings on Federal job evaluation policies were held for the purpose of developing legislation which would result in the establishment of a new pay classification system for Federal classified and postal workers. As a result of these hearings P.L. 91-216 was developed and approved on March 17, 1970. This Act directs the Civil Service Commission to establish a new job evaluation and ranking plan for civilian positions in the Executive Branch. The coverage of the new system would extend to the Foreign Service, the Veterans Administration's Department of Medicine and Surgery, Atomic Energy Commission, and such agencies as the CIA and NSA.

2. The proposal has been under review by Representative Hanley's Subcommittee on Position Classification for over a year. The primary purpose is to provide for the use of practical methods of job evaluation and ranking for Federal positions. At the present time it was disclosed that there are as many as forty different classification plans or methods throughout the Government, administered by the various agencies. There are believed to be substantial inconsistencies among the various systems as well as misuse of classification standards, vague and inadequate standards, and unjustifiable downgrading of employees after many years because of inconsistencies in interpretation of job classification techniques.

3. In the hearings most Federal agencies testified as well as employee organizations and representatives of private organizations. There was general agreement among Federal agencies that a coordinated system was desirable. The Department of State indicated its approval of the proposal. The Department of State does not presently have a classification system and feels the need for one. The Department of State believes that adoption of a schedule which is the same as that for other agencies would have definite advantages in maintaining comparability with other agencies.

4. It is apparently not intended that there would be any direct review of the classification of positions beyond that currently existing. Any review by the Civil Service Commission of CIA positions and of other agencies having unusual security requirements would take into consideration all necessary security precautions. Discussions with Civil Service Commission officials has not shown that they are currently interested in reviewing the classification of CIA positions. They may be interested

in the techniques we use in classifying positions, but they are aware that we follow general Federal practices.

5. The Civil Service Commission will have two years to complete its study of the various methods and techniques in use to develop a coordinated system which can be applied throughout the government. The Commission is now in the process of establishing an organization to perform the work. In view of the size of the Federal Government and the large number of positions, some 3 million, there is no intention of attempting to maintain a central review system. Positions would continue to be classified by individual agencies and the purpose of the coordinated system would be to maintain uniformity through uniform standards and techniques.

6. Continuing study is proceeding among Federal agencies working with the Civil Service Commission and the Classification and Compensation Society is concerned with monitoring developments. A meeting of this Society will be held on April 30 to discuss systems and possible effect on different agencies. Representatives of the AEC and NSA will discuss their systems, and how they expect the new classification system to affect them. We will keep informed on the results of this meeting and report on what actions are taken. We are also keeping abreast of developments in the Civil Service Commission's study and will keep you informed of progress.

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Chief, Position Management & Compensation Division

Att

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